



Australian Citizen Science Association

ANNUAL GENERAL MEETING 2017

Tuesday 14th November 2017

10:30am

Krefft Rooms, Australian Museum, Sydney

MINUTES

1. Welcome (Erin Roger, Chair)

Erin did a Welcome to Country and acknowledged that as this is a non-voting year, there would be no elections held at the meeting.

2. Present & Apologies

Attendees: Erin Roger, Stephanie von Gavel, Alexis Tindall, Jessie Oliver, Jenn Loder, Kylie Andrews, Amy Slocombe, Paul Flemons, Annette Williams (Inspiring Australia)

Apologies: Ellie Downing, Philip Roetman, Libby Hepburn, Carla Sbrocchi

3. Confirmation of Minutes of Previous Annual General Meeting

The minutes were confirmed as a true and accurate record of the previous AGM.

4. Chair's Report (Erin Roger)

5. Treasurer's Report (Alexis Tindall)

6. Proposed Amendments to Constitution (Amy Slocombe)

The proposed amendments to ACSA's Constitution were presented by Amy Slocombe. All attendees were in favour of accepting the proposed amendments. Amendments passed (Appendix 1).

7. Other Business

Paul Flemons thanked Erin for her leadership over the past year. Stephanie von Gavel seconded.

8. Meeting adjourned at 10:50am

Appendix 1

Amendments to ACSA Constitution

The following amendments to the ACSA Constitution were tabled and passed at the Annual General Meeting of the Australian Citizen Science Association held at the Australian Museum on 14 November 2017.

Additions to the text are denoted with an underline, omissions with a strikethrough.

Membership Subscriptions

To provide flexibility in when membership fees are calculated from – in the initial phase of instigating Membership fees and subscriptions - the Management Committee has decided that for administrative purposes it is more efficient for membership to be calculated annually from the date of subscription, rather than calculating a pro-rata amount according to the Financial Year. The proposed amendment allows this but also enables ACSA to move to Financial Year subscriptions if needed.

Proposed amendment:

4. MEMBERSHIP SUBSCRIPTIONS

4.1 Subscriptions

- (a) All Members must pay such Subscriptions and by such dates to the Association as may be determined by the Management Committee from time to time., ~~which may be pro-rataed for the first year if a Member joins after the commencement of the Financial Year in which they become a Member.~~
- (b) Each Member will whenever requested in writing by the Association to do so, provide such information as is reasonably required by the Association in order to calculate the Member's annual Subscription.

4.2 Timing of Payment

- (a) Each Member must pay their first Subscription pursuant to clauses 3.2(c), 3.3(d), 3.4(c), 3.5(e) or 3.6(c).
- (b) After the first Subscription, all Subscriptions are then payable annually in advance ~~of 1 July in each Year~~ in accordance with clause 4.1 unless otherwise agreed by the Management Committee.

Term of office for Committee Members

The current clause in the Constitution is not clear as to the period of their office and it is proposed that that the term of office is 2 years rather than 3 years.

10.3 Term of Office

- (a) A Committee Member holds office for two (2) years - namely from the conclusion of the Annual General Meeting at which they were elected until the conclusion of the second ~~third~~ Annual General Meeting following their election, unless the Committee Member sooner resigns, vacates the office or is disqualified from holding the office.
- (b) Newly elected Committee Members take office with effect from the conclusion of the Annual General Meeting at which they are elected.

Election Process

To simplify the election process, it is proposed that preferential ranking is removed (this can be determined according the ballot arrangements the Management Committee determines. There is still election for separate office bearers and general representatives. These changes essentially reflect the model constitution suggested by the ACT regulator.

Delete 11.2 below and replace with new 11.2

11.2 Election Process

- ~~(a) The Secretary will prepare the ballot papers and determine the manner in which votes are marked thereon.~~
- ~~(b) Each Member entitled to vote present at the Annual General Meeting must vote for candidates using a voting paper or Technology provided by the Association for that purpose. A preference ranking must be given to each candidate and any voting paper which does not include a preference ranking is invalid.~~
- ~~(c) Separate elections must be held for each of the following positions:
 - ~~(i) Chair;~~
 - ~~(ii) Vice Chair;~~
 - ~~(iii) Secretary;~~
 - ~~(iv) Treasurer; and~~
 - ~~(v) two general representatives.~~~~
- ~~(d) If only one candidate is nominated for a position, they are taken to be elected to the position with no need for an election.~~
- ~~(e) Before the return of voting papers, the Management Committee must appoint two (2) scrutineers.~~
- ~~(f) The scrutineers must total the votes allocated to each candidate on the voting papers and then report to the Secretary with the result of the vote.~~
- ~~(g) The candidate(s) with the highest number of first preference votes is elected to the office which they were nominated for.~~
- ~~(h) In the event of the process in clause 10.3(g) producing a tied result the successful candidates will be elected on the basis of second preferences and so on until a result has been determined.~~
- ~~(i) The Secretary will announce the result of the election at the Annual General Meeting.~~

11.2 Election process

- (a) Nominations of candidates for election as office-bearers (Chair, Vice Chair, Secretary and Treasurer) and general representatives (at least 2) of the Management Committee:
 - (i) must be made in writing, endorsed by one (1) Member of the Association; and
 - (ii) must be delivered to the Association at least 14 days before the date fixed for the holding of the Annual General Meeting at which the election is to take place.
- (b) If insufficient nominations are received to fill all vacancies on the Management Committee, the candidates nominated are taken to be elected and further nominations are to be received at the Annual General Meeting.
- (c) If insufficient further nominations are received, any vacant positions remaining on the Management Committee are taken to be casual vacancies.
- (d) If the number of nominations received is equal to the number of vacancies to be filled, the persons nominated are taken to be elected.
- (e) If the number of nominations received exceeds the number of vacancies to be filled, a ballot is to be held.
- (f) The ballot for the election of office-bearers and general representatives must be conducted at the Annual General Meeting in the way the Management Committee may direct.
- (g) A person is not eligible to simultaneously hold more than 1 position on the Management Committee.
- (h) A person nominated as a candidate for election as a Committee Member of the Association must be a Member of the Association.